
DEPARTMENT OF LAW



CITY ATTORNEY

MISSION STATEMENT

The City Attorney's Office represents the City, school board and other boards, and commissions in all legal matters.

DEPARTMENT OVERVIEW

The department successfully defends the City in all litigation, prepares sound legislation for consideration by City Council, and provides impartial advice.

BUDGET HIGHLIGHTS

The total FY 2006 budget for the City Attorney's Office is \$3,330,500. This is a \$107,100 increase over the FY 2005 budget. This 3.32 percent increase is attributable to the increased cost of personnel services, materials, supplies and repairs.

KEY GOALS AND OBJECTIVES

The City Attorney's Office represents the City, school board, and other boards and commissions in all litigation. The department also provides all who seek counsel and support with professionally correct, impartial, timely, innovative and understandable advice and service with due consideration for the client's desired results recognizing that we are all in the service of the City.

PRIOR YEAR ACCOMPLISHMENTS

- Negotiated and prepared all contracts
- Prepared all ordinances and selected state statutes and other instruments in writing for the City, school board, and other boards and commissions
- Handled all civil litigation for the City, school board, and other boards and commissions
- Prosecuted criminal violations concerning all City ordinances
- Rendered such opinions as were required by the director of any department or any officer of a board or commission of the City on matters of law involving their respective powers and duties
- Collected \$2,746,382 from January 1, 2004, through December 31, 2004. The collection activity takes less than ten percent of the City Attorney's time yet recovers virtually all of its expenses.

Expenditure Summary

	FY 2003 ACTUAL	FY 2004 ACTUAL	FY 2005 APPROVED	FY 2006 APPROVED
Personnel Services	2,287,279	2,661,049	2,759,152	2,876,046
Materials, Supplies and Repairs	70,359	71,128	71,128	71,406
General Operations and Fixed Costs	166,409	257,217	348,300	348,300
Equipment	154	-	-	-10,000
All-Purpose Appropriations	16,795	46,818	44,700	44,700
TOTAL	2,540,996	3,036,212	3,223,400	3,330,500

Programs & Services

	FY 2004 ACTUAL	FY 2005 APPROVED	FY 2006 APPROVED	POSITIONS
Negotiate and prepare all contracts, prepare all ordinances and proposed state legislation and other instruments in writing for the City, School Board, and other boards and commissions; handle all civil litigation for the City, School Board, and other boards and commissions; prosecute criminal violation of all City ordinances, violations of all City ordinances; render such opinions as may be requested by any department or any officer of a board or commission of the City; and provide such other advice and support as needed.	3,089,100	3,223,400	3,330,500	36
TOTAL	3,089,104	3,223,400	3,330,500	36

Position Summary

Position Title	Pay Grade	Minimum	Maximum	FY 2005 Positions	Change	FY 2006 Positions
Assistant City Attorney I	LAW01	87,372	136,869	4	-3	1
Assistant City Attorney II	LAW02	123,196	195,882	0	5	5
Assistant City Attorney III	LAW03	41,380	66,148	2		2
Business Manager	MAP08	73,329	116,593	1		1
Chief Deputy City Attorney	SML12	78,507	124,827	1		1
City Attorney	CCA03	50,040	79,997	1		1
Claims Adjuster II	MAP08	36,327	57,214	1		1
Criminal Docket Specialist	OPS10	87,372	136,869	1		1
Deputy City Attorney I	LAW09	44,051	70,384	3		3
Deputy City Attorney II	LAW10	26,358	41,512	5		5
Legal Administrator	MAP11	30,886	49,374	1		1
Legal Assistant	OPS12	18,023	28,816	1		1
Legal Executive Coordinator	MAP09	30,886	49,374	1		1
Legal Secretary I	OPS08	36,327	58,071	3		3
Legal Secretary II	OPS10	82,818	131,680	5		5
Messenger/Driver	OPS03	22,577	36,092	1		1
Paralegal Claims Investigator	OPS12	123,196	195,882	1		1
Senior Deputy City Attorney	SML11	41,380	66,148	1		1
Support Technician	OPS06	73,329	116,593	1		1
TOTAL				34	2	36

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